

# Bridgerland Chapter of Back Country Horsemen of Utah-By Laws

## ARTICLE I: PURPOSE

**Section 1:** The name of the organization shall be the Bridgerland Chapter of Back Country Horsemen of Utah, referred to from now on as BBCHU.

**Section 2:** The purpose of this organization shall be to perpetuate the common sense use and enjoyment of stock in America's back country and wilderness. This purpose will be accomplished by:

1. To perpetuate the common sense use and enjoyment of horses and stock in America's back country and Wilderness areas.
2. To work to ensure that public lands remain open to recreational stock use.
3. To assist the various government, state, and private agencies in their maintenance and management of said resources.
4. To educate, encourage, and solicit active participation in the wise and sustaining use of the back country resources by horsemen and the general public commensurate with our heritage.
5. To foster and encourage the formation of new back country horsemen organizations.

## ARTICLE II: MEMBERSHIP

**Section 1:** The members of the BBCHU shall adhere to all organizational requirements established by the National Organization, the Back Country Horsemen of America. (Forthwith referred to as BCHA)

**Section 2:** Membership shall be comprised of and open to any individual interested in participating and promoting the purposes of this organization as stated in Article 1.

**Section 3:** Membership in the BBCHU shall consist of three classifications:

1. Individual: This class of membership is for an individual over 18 years of age interested in promoting the Organization's purpose as stated in Article 1. An individual in good standing is entitled to one vote.
2. Family: This class of membership is for all immediate members (father, mother and dependent children). A family in good standing is entitled to two votes.
3. Patron: This class of membership is for individuals, family groups or business entities interested in promoting the Organization's purpose as stated in Article 1. Patrons in good standing are entitled to one vote.

**Section 4:** Membership year shall be for the calendar year. Dues paid with the last quarter will be current through January of the next succeeding year. Yearly dues not paid by February 28<sup>th</sup> of the current year shall be considered delinquent and member will be denied privileges of membership until dues are paid.

### **ARTICLE III: CONDUCTING BUSINESS**

**Section 1:** Each member 18 years of age or older and in good standing shall be entitled to one vote on any matter voted upon during a regular or special meeting. Family memberships, in good standing are entitled to two votes.

**Section 2:** In addition to officers, a minimum of five members in good standing, which constitutes a quorum, assembled at a regular or special meeting shall be required for the transaction of business of the BBCHU.

**Section 3:** Unless otherwise stated, a simple majority vote is required to effect business requiring group action.

**Section 4:** Voting shall be by raised hand unless a written ballot is requested by a simple majority. Alternate voting methods, including electronic methods, shall be determined by the chapter officers.

### **ARTICLE IV: MEETINGS**

**Section 1:** Meetings will be determined by the officers, as well as the places and classes being taught. The President will have the ultimate decision.

**Section 2:** Special meeting may be called by the President or upon written request signed by five members in good standing.

**Section 3:** Notice shall be given of all meetings via email, telephone, text, Facebook, and/or the BCHU Bridgerland Chapter web page.

### **ARTICLE V: OFFICERS**

**Section 1:** Officers of this organization shall be President, President Elect, Secretary and Treasurer. The term of office shall be one year, from Winter Social to Winter Social. Officers may continue subsequent terms, provided they are voted in annually at the Winter Social.

**Section 2:** A simple majority may create additional officers for specific purposes and limited time.

**Section 3:** Any vacancy in an office shall be filled by an election for the balance of such term. Except President, which will automatically be filled by the President Elect.

**Section 4:** All elected officers must be members in good standing.

### **ARTICLE VI: DUTIES OF OFFICERS**

**Section 1:** The supreme power and authority of the BBCHU shall be lodged in the assembled meeting where a quorum of members are present. The officers shall conform to the wishes and instruction of such assembly.

**Section 2:** President – It shall be the duty of the President to preside at all meetings of the BBCHU. The President is to exercise general executive control over the affairs of this organization, to call special meetings and to perform all other duties pertaining to such office. The President is an ex-officio member of all committees. The President shall be responsible for all chapter assets (see Article XI). The President may co-sign checks for the disbursement of funds.

**Section 3:** President Elect – The President Elect shall assist the President when called upon to do so. In the absence of the President, the President Elect shall be vested with all the powers and duties of the President. The President Elect may co-sign checks for the disbursement of funds. Upon the completion of the Presidents term the President Elect shall assume the office and duties of President, provided they are voted in by the membership at the Winter Social.

**Section 4:** Secretary – The Secretary shall record and keep minutes of regular and Special Meetings. The Secretary shall collect dues and maintain a current member roster. The secretary shall also disburse monthly newsletters, emails, Facebook posts, and any other information provided to them by the officers to the members in good standing. Secretary shall also be responsible for creating and keeping a current inventory of items in the chapter’s supply trailer, including a check out list.

**Section 5:** Treasurer – The Treasurer shall receive funds from the Secretary to deposit in the BBCH’s checking account, keep and disburse all funds. Ledgers shall be kept and be open for inspection by any member in good standing. A written report of the state of finances shall be furnished upon request and at the annual election meeting. The treasurer shall prepare checks for disbursement. The Treasurer may co-sign checks for the disbursement of funds.

#### **ARTICLE VII: FINANCE**

**Section 1:** Expenditures of funds shall be authorized by a simple majority of an assembled quorum of members. All funds shall be kept in a bank account of the Treasurer’s choice.

**Section 2:** Membership dues to the BBCHU are determined by our state Board of directors and change periodically. They will be determined and follow as the dues and fee schedule of the State and National dues, including a minimum of \$10 per membership for Chapter dues.

**Section 3:** Paper records such as receipts and bank statements are to be kept for 5 years. As the months go by the Treasurer may destroy, by fire or shredding, after the month has expired.

#### **ARTICLE VIII: ELECTIONS**

**Section 1:** Officers shall be elected by a majority vote at the winter social.

**Section 2:** A Nominating committee of three members in good standing will be selected by the President. The purpose of this nominating committee shall be to provide a list of suitable candidates for officers of the BBCHU. The list will be presented at the meeting prior to the Winter Social.

**Section 3:** Candidates for officers may also be nominated from the floor at the Winter Social, prior to election, by any member in good standing.

**Section 4:** Elections for officers shall be by distributed ballots and counted by a committee of three members. The President, President Elect and Secretary may determine if a ballot vote is not necessary and a simple voice vote may suffice.

## **ARTICLE IX: REMOVAL OF OFFICERS**

**Section 1:** Any officer may be relieved of his/her duties through an action approved by two-thirds majority vote of the members present at a regular or special meeting.

**Section 2:** Notification of an action to remove an officer must be made to the members in good standing as listed on the organizations membership roster in writing, including electronic methods.

## **ARTICLE X: COMMITTEES**

**Section 1:** Committees necessary to accomplish the purposes of the BBCHU shall be created by the President with the approval of the majority of members at that meeting.

**Section 2:** The chairperson of these committees shall be appointed by the President and shall be approved by a simple majority vote. These committee chairpersons will in turn appoint committee members as necessary to accomplish the committee's function.

## **ARTICLE XI: PROPERTY OWNED BY BBCHU**

**Section 1:** "Property Owned by BBCHU" shall refer to all vehicles, trailers, tools, equipment, and signage that has or will be purchased and owned by the BBCHU.

**Section 2:** All property belonging to the BBCHU is to be kept and maintained under the direction of the President, or an elected Equipment Management Officer. Trailers and vehicles are to be licensed and registered annually, and shall be properly insured. The President has the ultimate decision on who will carry the insurance.

**Section 3:** All property and equipment are to be inventoried annually. When a tool or piece of equipment is borrowed, the person borrowing the item must enter their name, phone number, the date and time, and the item being borrowed on the inventory log. Items must be returned by signing back in with the date and time. If the item is discovered to be missing during inventory, the last person to have signed the item out and not properly signed it back in shall be responsible for replacing the item(s).

**Section 4:** Inventory sheets are to be kept for all BBCHU owned property. Tools, equipment, and supplies are to only be used by the chapter members at the time of the function or work detail. Items are not to be loaned out for anything other than BBCHU approved functions, unless approved by the President.

## **ARTICLE XII: AMENDMENTS**

**Section 1:** These By-Laws may be amended at any regular or special meeting of the BBCHU by a quorum of members.

**Section 2:** Written notification of any proposed amendments must be made to members in good standing as listed on the organization's membership roster or at a regular meeting preceding the submission of such proposed amendments.

